

CEDAP Phase II

Commercial Equipment Direct Assistance Program
Briefing Books

November 2005



Homeland
Security

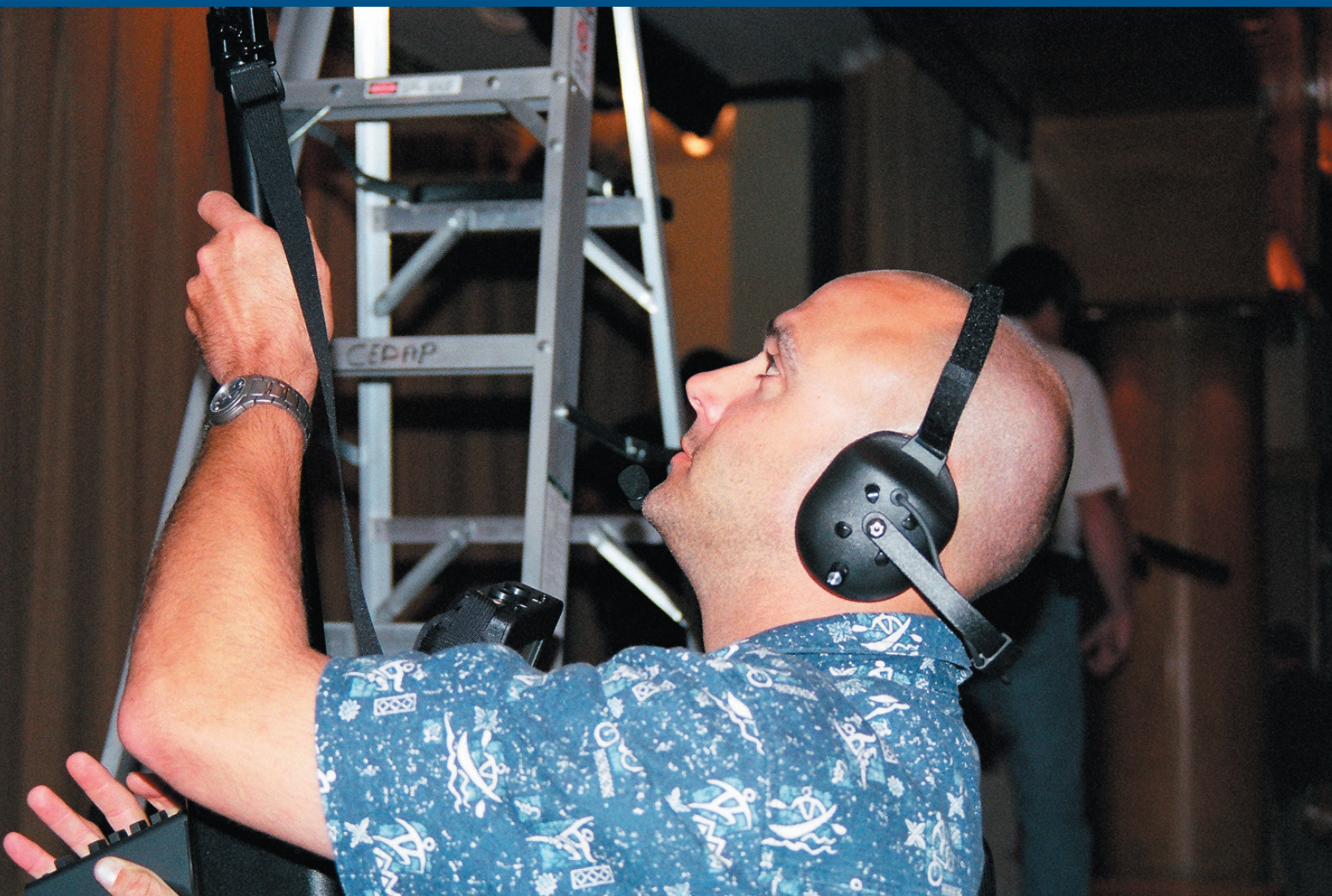


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Commercial Equipment Direct Assistance Program (CEDAP)

Forward

On November 7, 2005, the Office of State and Local Government Coordination and Preparedness (SLGCP) will officially open Phase II of the Commercial Equipment Direct Assistance Program (CEDAP). Applications will be received until January 13, 2006.

At the CSID, you can expect to receive calls from State and local responders, primarily law enforcement. These potential applicants may have questions regarding the operation of the program, eligibility requirements, and they may require application assistance. We designed this briefing book to help you answer what we expect to be the most common issues a caller would have.

The U.S. Army is administering the program on behalf of SLGCP. For this reason, all technical questions about the program should be transferred to the Special Programs Office at Ft. Huachuca at 1-866-659-9170.

Included in this briefing book you will find the official DHS Press Release announcing the program, an FAQ list, an Executive Summary of the program, an information bulletin, screen shots of the online application Web site and program guidance. All of these materials will help you answer any questions you may receive about the CEDAP program.

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Commercial Equipment Direct Assistance Program (CEDAP)

Executive Summary

The Office of State and Local Government Coordination and Preparedness (SLGCP) is pleased to announce the next phase of the Commercial Equipment Direct Assistance Program (CEDAP). CEDAP provides equipment to smaller jurisdictions and eligible metropolitan areas and CEDAP will accept applications from November 7, 2005 through January 13, 2006.

Congress designed CEDAP specifically to complement two SLGCP grant programs -- the State Homeland Security Grant Program (SHSGP) and the Urban Areas Security Initiative (UASI) program -- by providing additional equipment to improve the preparedness levels of the Nation's emergency prevention and response communities. CEDAP recipients will also receive training assistance on the equipment awarded to ensure that the equipment is used proficiently.

Many agencies and departments of various capabilities and capacities are tasked with carrying out challenging homeland security missions. These agencies and departments may be responsible for protecting critical infrastructure such as petroleum pipelines, nuclear or hydroelectric power stations, reservoirs, and public transportation. It is well known that terrorists choose to live and train in established neighborhoods and communities and they have the capability to strike the U.S. homeland. It is likewise recognized that suburban and smaller agencies serve as the support structure and safety net for larger neighboring cities. Since its inception, DHS has stressed regional response, mutual aid, and the need for equipment interoperability, a vital component of any response anywhere in the United States. The CEDAP program builds on this philosophy.

The CEDAP program enjoys the strong backing of the national law enforcement community including the International Association of Chiefs of Police (IACP), the National Sheriffs' Association (NSA) and the Fraternal Order of Police (FOP). These national law enforcement associations will continue to provide SLGCP with insightful guidance and assistance for many aspects of program implementation. State Administrative Agency (SAA) points of contact for DHS SLGCP programs will also be asked for their input on applications submitted within their States. As such, the SAA plays a vital role during the review process ensuring that the requested equipment is consistent with the State strategy.



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The Department of Homeland Security anticipates that the Commercial Equipment Direct Assistance Program will provide substantial assistance in America's defense against terrorism.

Andy Mitchell

Director

Office for Domestic Preparedness

Office of State and Local Government Coordination and Preparedness



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U.S. Department of Homeland Security

Office of State and Local Government
Coordination and Preparedness

Fiscal Year 2005

Commercial Equipment Direct Assistance Program (CEDAP)

Guidelines

Managed by the SLGCP System Support Division

November, 2005

These guidelines supersede all other prior published guidelines issued for the CEDAP program.

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Forward

Since its inception, the Department of Homeland Security (DHS) has stressed regional response, mutual aid, and the need for equipment interoperability, all of which are vital components in our nation's ability to prepare for, or prevent the next terrorist attack. The Office of State and Local Government Coordination and Preparedness (SLGCP) continues to assist State and local agencies across the country with resources that build on a strong preparedness philosophy. Jurisdictions across the country are encouraged to apply for CEDAP equipment, especially if this equipment will be used to enhance regional response or mutual aid, and improve the potential for interoperability of equipment items or systems shared or used by neighboring jurisdictions.

CEDAP's equipment offerings include: a) personal protective equipment, b) rescue tools, c) thermal imaging, night vision and video surveillance tools, d) chemical, biological and radiological detection tools, e) information technology and risk management tools, and f) interoperable communications gateway.

The CEDAP application will be available online at www.rkb.mipt.org. All of the relevant dates for the program will be available on the Web site. Questions about the CEDAP program should be directed to the SLGCP Centralized Information and Scheduling Desk (CSID) at 1-800-368-6498. The CSID may route your question to SLGCP's technical agent for the CEDAP program located at Ft. Huachuca, Arizona. A staff of highly trained professionals at Ft. Huachuca is standing by ready to answer your equipment or application questions. They can be reached directly at 1-866-659-9170.

Andy Mitchell

Director

Office for Domestic Preparedness

Office of State and Local Government Coordination and Preparedness

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I. BACKGROUND

The U.S. Department of Homeland Security (DHS), Office of State and Local Government Coordination and Preparedness (SLGCP) is providing equipment to smaller agencies through the Commercial Equipment Direct Assistance Program (CEDAP). CEDAP is designed to fill gaps with small agencies in areas of equipment they have not previously been able to acquire through other sources. At the direction of Congress, SLGCP implemented a program that is capable of, “addressing the needs of jurisdictions in smaller communities that make it difficult to identify, select, procure, practice and become proficient in specialized equipment and technology.” (FY 2005 Department of Homeland Security Appropriations Act) Additionally, national law enforcement associations including the International Association of Chiefs of Police (IACP), the National Sheriffs’ Association (NSA), and the Fraternal Order of Police (FOP) have expressed their strong support for the program. This program provides needed equipment and training for jurisdictions that would otherwise experience difficulty acquiring these services.

While they face the common threat of terrorism, the needs of smaller jurisdictions are very different from the needs of larger metropolitan areas. Smaller agencies confront threats to the transportation infrastructure, agriculture, water supplies, power grids and other critical items spread out over a wide geographical area. Terrorists may live and train in small and rural communities. Targets such as pipelines and nuclear power plants are typically located in smaller jurisdictions. One of the central goals of the program is to provide equipment for jurisdictions that cannot otherwise afford to purchase state-of-the-art equipment to assist them in their homeland security missions in the following areas:

A. Prevention and Detection

Congress recognizes the role of suburban and smaller agencies in counterterrorism and considers it a top priority. It has been noted that a large percentage of terrorists (especially domestic) have previous arrests, and even September 11th terrorist Mohammed Atta and suspected terrorist Zacharias Mossoui came in contact with smaller law enforcement agencies before the September 11 attacks. All of the nineteen September 11 terrorists lived in smaller communities for approximately a year in advance of the attacks.

B. Regional Response and Mutual Aid

It is likewise recognized that suburban and smaller agencies serve as the support and safety net for their larger neighboring cities. Through mutual aid and task force operations, the smaller agencies can play a vital role in the urban areas. In regions such as Los Angeles and the National Capital Region, smaller communities may collectively comprise greater numbers than the large jurisdictions themselves. Together they take part in response operations or augment the incident commander in other ways during a critical incident.

C. Interoperability

The Nation and Congress places tremendous emphasis on ensuring equipment purchases enhance the interoperability of first responder equipment. The CEDAP program recognizes this and utilizes the Prepositioned Equipment Program (PEP) as a source for equipment to be transferred to CEDAP jurisdictions. CEDAP also draws upon the Authorized Equipment list for its catalog offerings.

The CEDAP communications equipment is a gateway or cross band switch permitting the operator to interconnect several disparate hand held radios and land mobile radios together using a single console. The CEDAP communications equipment complies with the national standard for communications interoperability, known as Project 25, or P-25. The FCC has chosen the P-25 suite of standards for voice and low-moderate speed data interoperability in the new nationwide 700 MHz frequency band and the Integrated Wireless Network (IWN) for the U.S. Departments of Justice and Treasury. Both departments have chosen the Project 25 suite of standards for their new radio equipment and the U.S. Department of Defense has also endorsed the P-25 standard for new LMR (Land Mobile Radio) radio systems.

CEDAP applicants selected to receive interoperability equipment are eligible to participate in the SLGCP Interoperable Communications Technical Assistance Program (ICTAP). ICTAP provides assistance to agencies and departments that are implementing interoperable communications solutions.

II. THE FISCAL YEAR 2005 COMMERCIAL EQUIPMENT DIRECT ASSISTANCE PROGRAM (CEDAP)

A. Authorized Program Purpose

Funding for the Fiscal Year (FY) 2005 Commercial Equipment Direct Assistance Program (CEDAP) is authorized by Public Law 108-334, the FY 2005 Homeland Security Appropriations Act. The FY 2005 Appropriations Act directs SLGCP to develop and implement an equipment transfer program for emergency responders. This action was taken by Congress at the urging of multiple national law enforcement associations and is based upon the successful experience of a similar program managed by the White House Office of National Drug Control Policy (ONDCP) and has become the model for congressional action leading to House Report 108-774 stating that,

“The conferees agree to provide \$50,000,000 as proposed by the House. . . . The conferees direct SLGCP to develop a technology transfer program to assist smaller communities in acquiring and using commercially available equipment to prevent, deter, and respond to terrorist attacks, as identified in State homeland security strategies. This competitive program shall be a direct

assistance program, not a grant program, and SLGCP will provide the equipment and technical assistance directly to the selected jurisdictions. . . . A key element of this program shall be the provision of appropriate training and technical assistance to ensure effective integration of the equipment into the jurisdictions' response plans. . . . ”

B. Program Requirements

The CEDAP equipment will be provided mainly to smaller agencies and departments. Applicants will have to show they have not been able to purchase this equipment through other DHS programs such as the SLGCP State Homeland Security Program (SHSGP) or Urban Areas Security Initiative (UASI) program. Receipt of equipment under the FY 2005 CEDAP is contingent upon the submission and approval of the on-line CEDAP application through the Responder Knowledge Base (RKB). The RKB is a web-based information tool for first responders and is hosted by the National Memorial Institute for the Prevention of Terrorism (MIPT) located in Oklahoma City. Applicants will submit their equipment requests using the RKB at www.rkb.mipt.org.

C. Program Features

Key features of the program include delivering equipment and training to CEDAP recipients. CEDAP is a competitive process and applications will be scored, ranked and rated by subject matter experts. Unsuccessful applicants are encouraged to reapply during subsequent phases of the CEDAP program

The CEDAP program will be open to submit applications from November 7, 2005 through January 13, 2006.

III. CEDAP ELIGIBLE APPLICANTS AND AVAILABLE EQUIPMENT

The FY 2005 Commercial Equipment Direct Assistance Program is an innovative program designed to transfer needed equipment to small jurisdictions. Typically, these jurisdictions have been unable to acquire this equipment through other DHS programs. Eligible applicants include law enforcement agencies and other emergency responders who demonstrate in their application that the equipment will be used in working relationships with other first responders, to include, for example, plans for sharing of equipment, joint training or use of equipment, joint operational planning, etc. These jurisdictions will have to show that they have been unsuccessful in acquiring CEDAP equipment or funding for them through other DHS programs. This is particularly relevant for the DHS State Homeland Security Grant Program (SHSGP), or the Urban Areas Security Initiative (UASI). Smaller jurisdictions that have been unable to acquire funding through these sources would potentially be eligible for equipment under CEDAP.

The CEDAP program offers equipment and equipment training in the following categories: a) personal protective equipment, b) rescue tools, c) thermal imaging, night vision and video surveillance tools, d) chemical, biological and radiological detection tools, e) information technology and risk management tools, and f) interoperable communications gateway.

SLGCP worked with the leaders of the public safety community to develop the CEDAP catalog. By consulting sheriffs, chiefs of police, fire chiefs, and line responders CEDAP received their valuable input on equipment needs and priorities. Items included in the catalog were also selected for their high level of technical and operational performance. Future CEDAP solicitations will continue to add other commercial equipment based on the continuing input of public safety experts.

Applicants will be able to select one item in the following list and should refer to the online CEDAP Equipment Catalog for more information about these items. CEDAP reserves the right to make equipment substitutions as circumstances warrant.

Personal Protective Equipment

- CEDAP PPE Ensemble, Certified to NFPA 1994 Class 3 Requirements

Rescue Tools

- AMKUS - Spreaders, Cutters, and RAM Tools (Gasoline-Powered)
- AMKUS - Spreaders, Cutters, and RAM Tools (Electric-Powered)

Thermal Imaging, Night Vision, Video Surveillance

- AN/PVS-7B Style Single Tube Night Vision Goggle
- ArmorNet Overt Camera / Transmitter Digital Wireless
- Digital TACVest COFDM Video System Body-Worn Digital Video
- ENVIS - Evader's Night Vision Imaging System
- Modular Portable Video System
- MX-2 Handheld Thermal Imager
- Optim Freedomview Fiber Optic Scope Kit

- Rugged Night Vision Monocular Kit
- SearchCam 2000 - Standard
- Sentinel - Surveillance System
- Stedi-Eye Gyro Stabilized Binoculars with Night Vision Eyepieces
- Thermal Imager for Fire Service Responders
- Thermal Imager for Law Enforcement
- Thermovision Scout ZX
- Video Detective

Chemical, Biological, and Radiological Detection

- Berkeley Nucleonics 951 PRD
- Bruker RAID-M Handheld Chemical Agent Detector
- GASALERT MICROSPID Detection Equipment for CEDAP
- HazMatID Portable Chemical Identifier
- QSA 102 Chemical Biological Sampling Kit
- Thermo Electron Miran Sapphire

Information Technology and Risk Management Tools

- Advanced Vehicle Tracking System
- ArcGIS
- COPLINK
- Countermeasures Risk Analysis Software Terrorism Tool Kit
- Guardian GPS Tracking

- i2 Analyst's Notebook 6
- PEAC-WMDv5 Decision Support tool
- Search & Rescue Tracking System

Interoperable Communication Gateways

- Incident Commanders' Radio Interface (ICRI)
- Radio Inter-Operability System (RIOS)

IV. DISQUALIFYING CRITERIA

A. SHSGP and UASI Funding

Applications may be delayed or denied for the following reasons:

1. Applicants must show that their jurisdictions could not obtain advanced equipment through other DHS programs such as the SHSGP or UASI Programs.
2. Jurisdictions that have received equipment through these grant programs in the past may be ineligible for CEDAP assistance.
3. Although UASI urban centers are generally ineligible, law enforcement agencies within a UASI region that have not received assistance through the UASI program are eligible.
4. Law enforcement agencies and other emergency responders who do not demonstrate in their application that the equipment will be used in working relationships with other first responders, to include, for example, plans for sharing of equipment, joint training or use of equipment, joint operational planning, etc.

B. Federal Emergency Management Agency Interoperable Communications Equipment Program

Applicants who apply for CEDAP communications interoperability equipment but received grant assistance from the Federal Emergency Management Agency (FEMA) under FEMA's Interoperable Communications Equipment (ICE) Program will not be eligible for communications equipment under the CEDAP program. These jurisdictions are still encouraged to apply but they must select from the list of other equipment in this solicitation.

C. Multiple Awards

CEDAP provides equipment to agencies and departments that otherwise are not able to acquire equipment to meet their homeland security mission. Accordingly, applicants should select items from the CEDAP catalog that they are unable to acquire through other DHS programs. Applicants to the CEDAP program may only receive one item. At the time of delivery, successful applicants will be required to certify that they have not received the same equipment

from another Federal program. If an agency receives the same item from multiple Federal sources, CEDAP will not be able to award the item.

D. Multiple Applications for Equipment and Equipment Selections

Agencies and departments are allowed to submit only one application. Multiple applications received from different divisions or units of the same agency or department will automatically disqualify the applicant from consideration for all applications submitted. For example, an application from the homeland security section and the bomb squad of the same agency will be disqualified. Likewise, applications from multiple units or divisions of a fire or police department will be disqualified.

V. APPLICATION GUIDANCE

Eligible applicants must submit their CEDAP applications online at www.rkb.mipt.org. The application is designed to be a user-friendly online form, which can be saved and edited before final submission.

Prospective applicants should direct their CEDAP questions to the SLGCP Centralized Scheduling and Information Desk (CSID) at 1-800-368-6498. If the CSID representative cannot answer your question, your call may be routed to SLGCP's technical agent for the CEDAP program located at Ft. Huachuca, Arizona. A staff of highly trained professionals at Ft. Huachuca is standing ready to answer your equipment or application concerns. They can be reached directly at 1-866-659-9170.

VI. APPLICATION REQUIREMENTS

Applications must be submitted on line using the Web address noted in Section V. Applicants must complete the online application, answering all questions as clearly and fully as possible. Incomplete applications are not considered.

The application is divided into two sections. The first section determines eligibility and the second section asks a series of multiple choice and essay questions about demographics, prior funding, item selection, and justification.

Because CEDAP is tailored to meet a specific need, the eligibility questions ensure that that departments and agencies meet the criteria for a CEDAP award. The multiple choice questions allow CEDAP to estimate the size of the jurisdiction served by your agency or department and to characterize the level of support made available to it during the last twelve months. This data is

important to ensure CEDAP is serving organizations in smaller jurisdictions that receive limited technology funding from other programs.

The essay questions are a critical piece of the application and provide the applicant with the opportunity to explain in detail why they need the selected equipment. To answer the essay questions, applicants should discuss the technological shortfalls that limit the agency or department's capability to perform its homeland security emergency response mission.

Applicants should select the system or device that best fulfills this unmet need. The applicant should also take time to characterize how the selected equipment would enhance its formal and informal coordination agreements with other agencies for preventing terrorism or emergency responses in the event of a critical incident.

Furthermore, the applicant should also explain how the CEDAP equipment being asked for correlates to its State needs and capabilities assessment. This answer should provide details on whether the agency or department completed a structured risk assessment and whether the agency or department has some critical regional or national infrastructure within its jurisdiction that could be threatened by terrorist acts. Applicants need to consider what technology or equipment shortfalls were identified during the assessment and how would a CEDAP award assist the agency or department to reduce the threats to regional infrastructure and improve emergency responses.

Additionally, applicants should focus on how the additional or unmet technological capability of the requested system or device would be useful to its efforts to carry out anticipated regional counterterrorism and emergency response plans and to support critical incident management. Applicants should also explain how CEDAP equipment would be used during daily operations.

The eligibility section and the multiple-choice sections are automatically scored. Subject matter experts score the essay questions.

VII. THE ROLE OF THE STATE ADMINISTRATIVE AGENCY (SAA) AND THE STATE TECHNOLOGY REPRESENTATIVE (STR) AND SLGCP PREPAREDNESS OFFICER

CEDAP is a direct assistance program, not a grant. That means that the federal assistance is provided directly to the requesting agency or department. Because of this unique circumstance, the State SAA has the important responsibility of checking CEDAP applications for consistency with their State's homeland security strategy. When CEDAP receives an application, before it is scored, the SAA must either concur or non-concur that, the equipment requested in the application is consistent with the State homeland security strategy. E-mail notifications are

automatically sent to the State Administrative Agency (SAA). If the SAA concurs or does not act upon an application, the application is scored and ranked. If the SAA non-concurs, the applicant is notified and encouraged to work with the SAA to resolve the disagreement. Applicants will have an opportunity to resubmit amended applications in the event the SAA does not concur.

The State Technology Representative (STR) was designated by the SAA to assist SLGCP in the CEDAP program. The STR will act as the Systems Support Division's (SSD) point of contact to answer your State's equipment questions. STRs will also act as a sounding board for SSD regarding CEDAP and other State-based equipment initiatives with SSD. STRs will receive a courtesy copy of applications filed from their State.

SLGCP Preparedness Officers also receive automatic e-mails when the SAA and STR are notified of an application. This will help exchange information between Preparedness Officers and the CEDAP Program Manager and facilitate better communications with the SAA.

VIII. USES OF CEDAP COMMUNICATIONS EQUIPMENT

The CEDAP communications equipment is a gateway or cross band switch permitting the operator to interconnect several disparate hand held radios and land mobile radios together using a single console. The CEDAP communications equipment complies with the national standard for communications interoperability, known as Project 25, or P-25. The FCC has chosen the P-25 suite of standards for voice and low-moderate speed data interoperability in the new nationwide 700 MHz frequency band and the Integrated Wireless Network (IWN) for the U.S. Departments of Justice and Treasury. Both departments have chosen the Project 25 suite of standards for their new radio equipment and the U.S. Department of Defense has also endorsed the P-25 standard for new LMR (Land Mobile Radio) radio systems.

CEDAP applicants selected to receive interoperability equipment are eligible to participate in the SLGCP Interoperable Communications Technical Assistance Program (ICTAP). ICTAP provides assistance to agencies and departments that are implementing interoperable communications solutions.

IX. REPORTING REQUIREMENTS

CEDAP equipment recipients must agree to participate in several follow up evaluations and reports. Semi-annual impact evaluations to ascertain the level of use and applicability of the equipment transferred will be conducted by outside sources. In addition, these reviews and evaluations will request user feedback to identify best practices and lessons about the CEDAP process, all of which will help to improve the CEDAP program, the process it uses and equipment offerings.

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Commercial Equipment Direct Assistance Program (CEDAP)

Frequently Asked Questions

CEDAP Background

1. What is CEDAP?

CEDAP is the Commercial Equipment Direct Assistance Program and it is administered by the Office of State and Local Government Coordination and Preparedness (SLGCP). The Systems Support Division (SSD), a component of SLGCP, manages CEDAP in partnership with the U.S. Army's Electronic Proving Ground (EPG) at Ft. Huachuca, Arizona.

2. Why was CEDAP established?

Congress established CEDAP to ensure that law enforcement and emergency responder agencies, departments, and task forces can acquire, through direct assistance, the specialized equipment and training they require to meet their homeland security mission.

CEDAP Equipment

3. What is available?

Applicants will be able to request commercial homeland security equipment from the general categories of: a) personal protective equipment, b) rescue tools, c) thermal imaging, night vision and video surveillance tools, d) chemical, biological and radiological detection tools, e) information technology and risk management tools, and f) interoperable communications gateway. Prospective applicants can download the CEDAP catalog to view the specific offerings. CEDAP reserves the right to make equipment substitutions as circumstances warrant.

4. How did SLGCP choose these categories?

SLGCP worked with the leaders of the public safety community to develop the CEDAP catalog. By consulting sheriffs, chiefs of police, fire chiefs, and first responders CEDAP received their valuable input on equipment needs and priorities. Items included in the catalog were also selected for their high level of technical and operational performance.

5. Are there pre-requisites for CEDAP equipment?

Yes, certain items in the CEDAP catalog are intended for agencies with specialized units with advanced training, education, and certifications. Some items have OSHA, NIOSH, and other requirements. For example, the CEDAP PPE kit requires compliance with applicable OSHA and



NIOSH standards. Additionally, chemical and biological hazard detectors and sampling kits require that the operator be specially trained and have the appropriate level of PPE for the threat they are investigating. Furthermore, some items are only appropriate for law enforcement investigations and others require special licensing.

6. Does CEDAP offer training on this equipment?

Yes, training is a key element of the CEDAP program. CEDAP provides training on all of the devices and systems offered through the program to allow successful applicants to develop a basic level of proficiency with the items they are awarded. Most CEDAP award winners will participate in a mandatory training and delivery conference. Those agencies and departments that are awarded more complex systems may also receive training on-site at their agencies.

7. As State homeland security strategies and risk assessments evolve, will CEDAP modify its catalog?

Yes, SLGCP will periodically review the catalog and equipment offerings will be updated to make certain that CEDAP meets the technology needs of the smaller law enforcement, emergency responders, other agencies, and task forces.

CEDAP Interoperability

8. Is CEDAP communications interoperability equipment compliant with existing DHS guidelines?

Yes, the CEDAP communications equipment is a gateway or cross band switch permitting the operator to interconnect several disparate hand held radios and land mobile radios together using a single console. The CEDAP communications equipment complies with the national standard for communications interoperability, known as Project 25, or P-25. The FCC has chosen the P-25 suite of standards for voice and low-moderate speed data interoperability in the new nationwide 700 MHz frequency band and the Integrated Wireless Network (IWN) for the U.S. Departments of Justice and Treasury. Both departments have chosen the Project 25 suite of standards for their new radio equipment and the U.S. Department of Defense has also endorsed the P-25 standard for new LMR (Land Mobile Radio) radio systems.

9. How can a successful CEDAP applicant find technical assistance to help them develop tactical plans and communications system policies for use with their interoperability device?

CEDAP applicants selected to receive interoperability equipment are eligible to participate in the SLGCP Interoperable Communications Technical Assistance Program (ICTAP). ICTAP provides assistance to agencies and departments that are implementing interoperable communications solutions. Agencies will receive ICTAP assistance at the training conferences awarding interoperable communications equipment.



CEDAP Eligibility

10. Which departments and agencies are eligible to apply?

Eligible applicants include law enforcement agencies and other emergency responders who demonstrate in their application that the equipment will be used in working relationships with other first responders, to include, for example, plans for sharing of equipment, joint training or use of equipment, joint operational planning, etc.

11. Will college and university campus police be able to take advantage of the program?

Yes, the program will benefit these unique agencies. Many colleges and universities in small and rural areas have diverse student populations and unique vulnerabilities associated with high profile research facilities or critical infrastructures that require an enhanced law enforcement capability.

12. What happens to larger non-UASI cities?

Any non-UASI agency, department, or task force is an eligible applicant under the CEDAP program. Non-UASI jurisdictions must demonstrate that previous funding was not available to meet their technology requirements.

CEDAP, UASI, and SHSGP

13. Why is the CEDAP program necessary in lieu of SHSGP and UASI funding?

The Commercial Equipment Direct Assistance Program is a direct assistance program (not a grant) from the federal government that Congress designed to assist agencies and departments from smaller communities to acquire and effectively use commercially available equipment and technology. In contrast, the Urban Areas Security Initiative (UASI) program is specifically directed towards agencies in large urban areas and funding is allocated using data on risk, threat, and technology needs to counter terrorism against local or critical infrastructure. Funding for the State Homeland Security Grant Program (SHSGP) is allocated to the States, and the governors have established processes to distribute those funds to individual agencies, departments, and jurisdictions.

14. What is the relationship between CEDAP, SHSGP, and UASI funding?

These programs have been designed to be complementary and are intended for different applicants. Together, they provide local jurisdictions and States with additional resources that would be needed to enhance regional response, mutual aid, and interoperability of equipment items.

State Involvement in CEDAP



15. How will State Administrative Agencies (SAA) be involved in the application process?

CEDAP is a direct assistance program, not a grant. That means that the federal assistance is provided directly to the requesting agency or department. Because of this unique circumstance, the State SAA has the important responsibility of checking CEDAP applications for consistency with their State's homeland security strategy. When CEDAP receives an application, before it is scored, the SAA must either concur or non-concur that the equipment requested in the application is consistent with the State homeland security strategy. E-mail notifications are automatically sent to the SAA. If the SAA concurs or does not act upon an application, the application is scored and ranked. If the SAA non-concurs, the applicant is notified and encouraged to work with the SAA to resolve the disagreement. Applicants will have an opportunity to resubmit amended applications in the event the SAA does not concur.

16. What is the role of the State Technology Representative (STR) and why were they selected?

The State Technology Representative (STR) was designated by the SAA to assist SLGCP in the CEDAP program. The STR will act as the Systems Support Division's (SSD) point of contact to answer your State's equipment questions. STRs will also act as a sounding board for SSD regarding CEDAP and other State-based equipment initiatives with SSD. STRs will receive a courtesy copy of applications filed from their State.

17. Will the SLGCP Preparedness Officer know of CEDAP applications in your State?

Yes, SLGCP Preparedness Officers also receive automatic e-mails when the SAA and STR are notified of an application. This will help exchange information between Preparedness Officers and the CEDAP Program Manager and facilitate better communications with the SAA.

18. How does the CEDAP program improve regional response and mutual aid between agencies?

CEDAP is designed to "fill the gaps" in equipment among responders. That helps and encourages agencies to work together. The Office of State and Local Government Coordination and Preparedness (SLGCP) will ensure that the State Administrative Agency (SAA) is aware of the CEDAP applications from each State. The SAA also needs to know the jurisdictions that have requested equipment under the CEDAP program. CEDAP equipment awards have to be integrated with the State's planning processes for regional response and asset distribution throughout the State. In the event of a regional response, interoperability of the CEDAP equipment will be an important aspect of mutual aid.

19. How is the CEDAP program important to the State's strategic planning process?

The knowledge gained from the practical application of the equipment will help strategic planning and assist the States in strengthening their statewide response. Agencies, departments, and jurisdictions that participate in the CEDAP program must provide feedback on the



equipment and share their experiences with other emergency responder organizations, which SAA's may share with other response agencies in their States.

CEDAP Funding

20. What happens when the number of successful applicants exceeds the availability of funding for the program?

CEDAP program dollars are limited and subject to congressional appropriation. CEDAP is also a competitive program; therefore, not every applicant will be able to receive equipment under the program. Applicants who are not approved are encouraged to reapply during subsequent phases of CEDAP.

CEDAP Application

21. How is the application designed?

The application is designed to be a user-friendly on-line form, which can be saved and edited before final submission. The application is divided into two sections. The first section determines eligibility and the second section asks a series of multiple choice and essay questions about demographics, prior funding, item selection, and justification. The eligibility section and the multiple-choice sections are automatically scored. Subject matter experts score the essay questions.

22. What is the purpose of the eligibility determination questions?

Because CEDAP is tailored to meet a specific need, these questions ensure that that departments and agencies meet the criteria for a CEDAP award.

23. What is the purpose of the demographic questions in Part II?

These questions allow CEDAP to estimate the size of the jurisdiction served by your agency or department and to characterize the level of support made available to it during the last twelve months. These data are important to ensure CEDAP is serving organizations in smaller jurisdictions that receive limited technology funding from other programs.

24. What are the important factors to include in the applicant's responses to the essay questions in Part II?

The essay questions are a critical piece of the application and provide the applicant with the opportunity to explain accurately and in detail why they need the selected equipment. To answer the essay questions, applicants should discuss the technological shortfalls that limit the agency or department's capability to perform its homeland security emergency response mission.



Applicants should select the system or device that best fulfills this unmet need. The applicant should also take time to characterize how the selected equipment would enhance its formal and informal coordination agreements with other agencies for preventing terrorism or emergency responses in the event of a critical incident.

Furthermore, the applicant should also explain how the CEDAP equipment being asked for correlates to its State needs and capabilities assessment. This answer should provide details on whether the agency or department completed a structured risk assessment and whether the agency or department has some critical regional or national infrastructure within its jurisdiction that could be threatened by terrorist acts. Applicants need to consider what technology or equipment shortfalls were identified during the assessment and how a CEDAP award would assist the agency or department to reduce the threats to regional infrastructure and improve emergency responses.

Additionally, applicants should focus on how the additional or unmet technological capability of the requested system or device would be useful to its efforts to carry out anticipated regional counterterrorism and emergency response plans and to support critical incident management. One other unique feature of CEDAP is that the agency receives proficiency training during training sessions held as part of the program. Applicants should also explain how CEDAP equipment would be used during daily operations.

25. Why is it important to answer the essay questions and describe past funding history, needs assessments, and involvement or non-involvement in UASI and State strategic planning processes?

Many Federal programs provide technology assistance to non-Federal departments and agencies, but CEDAP provides direct technology assistance for Homeland Security-related counterterrorism missions. It is in the best interest of the applicants to answer each essay question as completely and accurately as possible. The information requested through the essays will help agencies and departments tell DHS about the unique needs of their jurisdiction and describe how equipment requests will support statewide Homeland Security strategic planning and their regional counterterrorism law enforcement and emergency responder missions. Complete answers will also help the SAA determine whether or not the application is consistent with the State homeland security plan.

26. What happens when essay questions are not completed?

The online application program will not permit mandatory essay questions to be left unanswered. Applicants who fail to answer the essays in detail will score poorly on this portion of the application and jeopardize their chances of submitting a successful application.

27. What is the application process for CEDAP?



Prospective applicants are asked to complete their application online at www.rkb.mipt.org. Applications will then be electronically forwarded to the U.S. Army Electronic Proving Ground (EPG) at Ft Huachuca, Arizona, SLGCP's technical agent and partner for the CEDAP program. There they will be reviewed, rated, and ranked. Once the applications are ranked, a training and delivery conference is scheduled and successful applicants are notified.

28. How long do I have to submit my application?

The CEDAP application submission period will be open from November 7, 2005 to January 13, 2006. Prospective applicants are encouraged to submit completed applications as soon as possible after November 7, 2005 and avoid the last day rush.

29. What is the application review process?

The application is divided into two sections. The first section determines eligibility and the second section asks a series of multiple choice and essay questions about demographics, prior funding, item selection, and justification. The eligibility section and the multiple choice sections are automatically scored. Subject matter experts in the law enforcement and emergency responder community review and score the essay questions. Once all of the applications are scored, they are ranked and the award announcement is made. Applicants who are not successful are encouraged to reapply in the next round.

Contact CEDAP

30. Whom do I call to get more information about the program?

Applicants should call SLGCP's Centralized Scheduling and Information Desk at 1-800-368-6498 to speak with a help desk representative. These calls may be routed to the Special Programs Office at Ft. Huachuca where additional assistance regarding equipment and CEDAP offerings can be provided. Applicants may also call 1-866-659-9170 at Ft. Huachuca for additional information.



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SLGCP Information Bulletin

No. 194 November 7, 2005

TO: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All State Homeland Security Directors

FROM: Andy Mitchell, Director, Office for Domestic Preparedness, SLGCP

SUBJECT: SLGCP Commercial Equipment Direct Assistance Program (CEDAP)

The Systems Support Division (SSD) within SLGCP is launching the next phase of the Commercial Equipment Direct Assistance Program (CEDAP) to provide smaller law enforcement and other emergency responder agencies working in accord with mutual aid agreements to enhance and support regional response and interoperability of responder equipment. Equipment available in this phase includes defensive and protective equipment, detection, search and rescue equipment, information sharing and risk assessment software, and interoperable communications technology.

Eligible applicants include agencies and departments not currently receiving funding from UASI. Agencies and departments in suburban, rural and border areas are encouraged to apply for equipment that will be used to respond through mutual aid and to protect infrastructure in those areas.

Applications for this phase will be received on line at the SLGCP Responder Knowledge Base (RKB) www.rkb.mipt.org, hosted by the Memorial Institute for the Prevention of Terrorism (MIPT) from November 7, 2005 through January 13, 2006. The CEDAP on line application is user friendly and easy to complete. Applicants will have the ability to store and edit their applications before making a final submission. The head of the applicant agency will receive an automated e-mail notifying them that an application has been filed on behalf of their agency. The agency head will then have an opportunity to review the application and certify that their agency is making an official request for assistance from the U.S. Department of Homeland Security through the CEDAP program.

The SAA will also receive automated e-mail notifications regarding CEDAP applications submitted to SLGCP from their states. SAA's have the opportunity to review the equipment request for consistency with the state homeland security strategy. If the SAA concurs or does not



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act upon an application, the application is scored and ranked. If the SAA non-concurs, the applicant is notified and encouraged to work with the SAA to resolve the disagreement. Applicants will have an opportunity to resubmit amended applications in the event the SAA does not concur. In order for SAA's to log into the RKB Web site and view pending applications from their state, the SAA must be registered with RKB. To register, SAAs should access www.rkb.mipt.org and follow the online registration instructions.

SLGCP will notify successful applicants and schedule them for the required training and delivery conference, which will be held in the spring of 2006.

If you have any questions about the CEDAP program, please contact your preparedness officer or the SLGCP CSID Helpline at 1-800-368-6498.